

Work Session of the Board of County Road Commissioners for the County of St. Joseph, State of Michigan, was held in the Board Room at the St. Joseph County Road Commission, 20914 M-86, Centreville, Michigan with Chairman Shafer calling the meeting to order at 8:00 am.

Present: Chairman Eric Shafer, Commissioner Jack Coleman, Commissioner David Miars, Clerk Julie Mayuiers, Managing Director John Lindsey

Absent: Vice Chairman Rodney Chupp,

Guests present: Garrett Myland, Engineer/Assistant Manager  
Don Preston, Director of Operations  
Nate Taylor, Director of Fleets and Facilities  
Robert Tomlinson, Three Rivers Commercial  
Brittany Hinn, Accounting Clerk  
Luis Rosada, County Commissioner Liaison

Motion by Commissioner Mifsud seconded by Commissioner Miars to approve the agenda as amended removing the SWOT 1-5 Year Plan and adding Review on Commissioner Compensation as presented at Frugal Five Meeting of November 1 Meeting and the Consent Agenda of October 18, 2023, Board Meeting. Motion carried.

**CERTIFIED RESOLUTION**

Motion by Commissioner Coleman seconded by Commissioner Miars to approve the PPO12, and HSA Plan with the 80/20 method of Public Act 152 option for SEIU and Management employees for the January 1, 2024 renewal.

Roll Call Vote taken: Ayes: Mifsud, Coleman, Miars, Shafer  
Absent: Chupp Abstained: None

Nays: None  
Motion carried.

I, Julie A. Mayuiers, Clerk of the Board of County Road Commission of the County of St. Joseph, State of Michigan, hereby certify that the above is a true and correct copy as recorded in the minutes of the meeting of November 1, 2023.

*Julie A. Mayuiers*

Julie A. Mayuiers  
Clerk of the Board

**CERTIFIED RESOLUTION**

Motion by Commissioner Miars seconded by Commissioner Coleman that Garrett Myland, PE at the St. Joseph County Road Commission, is authorized to sign the contract regarding the MDOT Contract Number: 23-5401 (Category CFDA No. 20.205 Highway Research Planning & Construction);

Hot mix asphalt cold milling, trenching, tree removal and resurfacing along Lutz Road from Fairchild Road to Roys Road, including aggregate shoulders and permanent pavement markings; and all together with necessary work.

A roll call vote was taken: Aye votes cast: Mifsud, Coleman, Miars, Shafer  
Nays: None Abstained: None Absent: Chupp

Motion carried.

I, Julie A. Mayuiers, Clerk of the Board of County Road Commission of the County of St. Joseph, State of Michigan, hereby certify that the above is a true and correct copy as recorded in the minutes of the meeting of November 1, 2023.

*Julie A. Mayuiers*

Julie A. Mayuiers  
Clerk of the Board

### MOTION

Motion by Commissioner Miars seconded by Commissioner Coleman to rescind the Travel Expense Policy the St. Joseph County Road Commission dated November 14, 2012, and adopt the Travel and Expense Reimbursement Policy of the St. Joseph County Road Commission as dated November 1, 2023.

A roll call vote was taken:

Aye votes cast: Coleman, Miars, Mifsud, Shafer:

Nay votes cast: None

Abstained: None

Absent: Chupp

Motion carried.

I, Julie A. Mayuiers, Clerk of the Board of County Road Commission of the County of St. Joseph, State of Michigan, hereby certify that the above is a true and correct copy as recorded in the minutes of the meeting of November 1, 2023.

*Julie A. Mayuiers*

Julie A. Mayuiers  
Clerk of the Board

### MOTION

Motion by Commissioner Miars seconded by Commissioner Mifsud to rescind Policy #35 Budget Adjustments of the St. Joseph County Road Commission dated April 24, 1980, and adopt the Budget Policy of the St. Joseph County Road Commission as dated November 1, 2023.

A roll call vote was taken:

Aye votes cast: Coleman, Miars, Mifsud, Shafer

Nay votes cast: None

Abstained: None

Absent: Chupp

Motion carried.

I, Julie A. Mayuiers, Clerk of the Board of County Road Commission of the County of St. Joseph, State of Michigan, hereby certify that the above is a true and correct copy as recorded in the minutes of the meeting of November 1, 2023.

*Julie A. Mayuiers*

Julie A. Mayuiers  
Clerk of the Board

### MOTION

Motion by Commissioner Coleman seconded by Commissioner Miars to rescind Policy #27 Investment of Emergency Funds the St. Joseph County Road Commission dated January 8, 1970, Policy #38 Investment of Cash on Hand monies dated April 22, 1982 and Policy #38.2 Authorized Investment Depositories dated September 20, 1982 and replace with Investment Policy dated November 1, 2023.

A roll call vote was taken:

Aye votes cast: Mifsud, Coleman, Miars, Shafer  
Abstained: None

Nay votes cast: None

Absent: Chupp

Motion carried.

I, Julie A. Mayuiers, Clerk of the Board of County Road Commission of the County of St. Joseph, State of Michigan, hereby certify that the above is a true and correct copy as recorded in the minutes of the meeting of November 1, 2023.

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Citizens Comments:

Luis Rosado: He was questioned by a citizen if in the road commission budget there is a section that talks about our investments? John Lindsey shared with Luis that our budget is a reflection of revenues and expenses and there is not a specific section for our investments although there is a line item for interest earned which would be from investments. Great job to Garrett on getting the bridge funds for Farrand Road bridge. He doesn't think if Garrett hadn't been on the Small Bridge Council we wouldn't have gotten the funds for Farrand Road bridge. He has made a comment to the other County Commissioners about the funding the road commission staff is applying for and obtaining and that the County Commissioners need to support the road commission. Congratulations for all the funding the road commission is receiving and all the guys do a good job at the road commission.

Commissioner Comments:

Miars: Same comments as Luis, good meeting today, lots of good things happening, thanks to Brittany for the updated Policies.

Coleman: Thank you to Luis for attending our meetings and representing the County Commissioners. We need more money for bridges and we should start setting aside funding for the next 2 years a little at a time. The positive feedback on the rubber chip seal is making SJCRC a study for other counties.

Mifsud: He wishes the other 2 commissioners were going to the seminars and enhancing the good job we are doing. He feels blessed to have a good system here. At the recent Frugal Five there were a couple of guys that still are confused on the board perception. Thank you to Eric for collecting the tires for the county last weekend.

Shafer: He echoes what the rest of the commissioners commented. Garrett did an awesome job on getting funding for the Farrand Road Bridge. He's been on this board 10 years and the 2 biggest humps we had was Farrand Road Bridge and Covered Bridge. Thanks to Don Preston for thinking outside the box on the crumb rubber chip seal. Thanks to Garrett for getting the \$3.8M to put towards the bridge. Thanks to Brittany Hinn for the Policies and Nate Taylor for finding the 20% saving. Thanks to all the staff for the great job they do. Good luck on the prospect of the new gravel pit. He asked the commissioners to take the time to fill out the Manager's Review template and return to him 4 – 5 days prior to the next meeting on November 15<sup>th</sup> so he can compile the results for the next meeting.

The meeting adjourned at 10:25 am.

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Eric B. Shafer, Chairman

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Julie A. Mayuiers, Clerk of the Board

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